



**STATE OF ARIZONA
DEPARTMENT OF EMERGENCY AND MILITARY AFFAIRS**

DEMA Procurement Office, Building #M5330
5636 East McDowell Road
Phoenix, Arizona 85008-3495.

REQUEST FOR PROPOSAL NUMBER: [Q7-0004](#) (NOTE: THIS IS NOT A PURCHASE ORDER)

QUOTATION DUE DATE: 2:00 P.M. (MST), [20 April 2007](#)

In accordance with the Arizona Procurement Code, A.R.S. Title 41, Chapter 23, competitive sealed [proposals](#) for the material or service specified will be received by the Department of Emergency and Military Affairs, Purchasing and Contracting Office (State), until the date and time cited.

A FAXED OFFER IS NOT ACCEPTABLE. TWO (2) hard copies of your offer shall also be immediately mailed to: Betty Austin, DEMA Procurement Office, 5636 E. McDowell Rd., Building #M5330, Phoenix, AZ 85008.

All offers must be in the possession of the Department Procurement Office (State) on, or prior to, the due date and time. Except as provided in the Arizona Procurement Code, late offers will not be considered.

MATERIAL/SERVICE OR PROJECT LOCATION: [Interstate 60/Highway 60/70](#)

SPECIFICATIONS/SCOPE OF WORK: Furnish all labor, supplies, material, applicable taxes, transportation and services required to: [COMPLETE A COMMODITY FLOW STUDY TO IDENTIFY HAZARDOUS MATERIALS TRAVELING ON INTERSTATE 60, HIGHWAY 60 AND HIGHWAY 70.](#)
(SEE ATTACHED SCOPE OF WORK)

PROCUREMENT RELATED QUESTIONS SHALL BE DIRECTED TO:

BUYER: [Betty Austin](#) TELEPHONE: (602)267-2853 FAX: (602) 267-2576

TECHNICAL QUESTIONS REGARDING THE SCOPE/STATEMENT OF WORK SHALL BE DIRECTED TO:

[Roger Soden](#) TELEPHONE: (602) 392-7524

SOLICITATION ISSUE DATE: [April 6, 2007](#)

It is the responsibility of the bidder submitting an offer to fully understand all terms and conditions referenced in this solicitation. The [award will be made to the highest scoring proposal. Your respective proposed delivery schedule\(s\) must be indicated in the spaces below.](#) All pricing must be FOB Destination, Freight Pre-Paid. **Proposals are due at the Department of Emergency & Military Affairs, Purchasing and Contracting Office, 5636 E. McDowell Rd. Bldg. #M5330, Phoenix, AZ 85008-3495 by the due date and time. (A FAXED PROPOSAL IS NOT ACCEPTABLE. A HARDCOPY OF THE OFFER AND APPLICABLE DOCUMENTS SHALL BE MAILED TO THE BUYER'S ATTENTION AT THE ABOVE ADDRESS.**

ATTACHMENT A – PRICING

REQUEST FOR PROPOSAL NUMBER: Q7-0004 Hazardous Material Commodity Flow Study

Line Item	QTY	Description	Price	
1		Hazardous Materials Commodity Flow Study Interstate 60 & Highway 60/70	\$	

If payment is made within _____ calendar days after acceptance of goods and/or services, the above quoted price, shall be discounted by _____ % (excluding sales tax).

If payment is made by the Arizona State American Express Purchasing Card program, after acceptance of goods and/or services and an accepted invoice has been provided, the above prices shall be discounted by _____ % (excluding sales tax).

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COMPANY NAME: _____

ADDRESS: _____

Street City State and Zip
TELEPHONE: _____ FAXNUMBER: _____

ARIZONA TRANSACTION (SALES) PRIVILEGE TAX LICENSE NO.: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

I hereby certify that I have read, received, understand and agree with all terms and amendments of the request for quotation and that acceptance by the State of Arizona of the Contractor's offer by the issuance of a Purchase Order or Contract will create a binding Contract. Further, I agree to fully comply with all terms and conditions as set forth in the Arizona Procurement Rules and Regulations, and amendments thereto, together with the specifications and other documentary forms herewith made a part of this specific procurement.

Signature

Date

Typed Name and Title

ATTACHMENT B – (Mandatory Submission Requirement)
SMALL, WOMAN-OWNED AND/OR MINORITY-OWNED BUSINESSES CERTIFICATION

Executive Order 2004-29 requires all State of Arizona agencies to track and report solicitations distributed and awarded to Small, Woman-Owned and/or Minority-Owned firms.

A small business is one that, including its affiliates, is independently owned and operated, is not dominant in the type of business it conducts, and employs fewer than 100 employees OR has less than \$4 million in annual sales. To qualify as a minority or women-owned business, the firm must be at least 51% minority or woman owned.

When practical, purchases/contracts less than \$50,000 will be made from and/or awarded to small businesses.

CHECK THE APPROPRIATE CLASSIFICATION APPLICABLE TO YOUR FIRM:

☐ 1.0 Small Business (SB), ☐ 2.0 Small Business African American (SBAA), ☐ 3.0 Small Business Asian (SBA), ☐ 4.0 Small Business Hispanic (SBH), ☐ 5.0 Small Business Native American (SBNA), ☐ 6.0 Small Business Other (SBO), ☐ 7.0 Small, Women Owned Bus. (SWOB), ☐ 8.0 Small, Women Owned Bus. African American (SWOBAA), ☐ 9.0 Small, Women Owned Bus. Asian (SWOBA), ☐ 10.0 Small, Women Owned Bus. Hispanic (SWOBH), ☐ 11.0 Small, Women Owned Bus. Native American (SWOBNA), ☐ 12.0 Small, Women Owned Bus. Other (SWOBO), ☐ 13.0 Women Owned Business (WOB), ☐ 14.0 Women Owned Bus. African American (WOBAA), ☐ 15.0 Women Owned Business Asian (WOBA), ☐ 16.0 Women Owned Business Hispanic (WOBH), ☐ 17.0 Women Owned Business Native American (WOBNA), ☐ 18.0 Women Owned Business Other (WOBO), ☐ 19.0 Minority, African American (MAA), ☐ 20.0 Minority, Asian (MA), ☐ 21.0 Minority, Hispanic American (MHA), ☐ 22.0 Minority, Native American (NA), ☐ 23.0 Minority, Other (MO).

☐ 24.00 None of these categories is applicable and firm does not qualify as either a Small, Woman, or Minority-Owned firm. (NONE)

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COMPANY NAME:

ADDRESS:

Street	City	State
Zip Code		

I hereby certify that _____ (Firm/Company Name) ☐ is or ☐ is not (check one) a small business with less than 100 employees and/or less than \$4 million in annual sales.

Signature	Date
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I hereby certify that _____ (Firm/Company Name) ☐ is or ☐ is not (check one) a ☐ Minority and/or ☐ Women (check one or both) owned business in accordance with Executive Order 2004-29 issued by Governor Napolitano.

Signature

Date

INSTRUCTIONS TO OFFERORS

1. **Submission.** Each offer shall be signed and received in the Department of Emergency and Military Affairs Procurement Office (State) by the date and time indicated. Erasures, interlineations or other modifications in the offer must be acknowledged (i.e. initialed) by the person signing the offer.
2. **Offer Waiver and Rejection.** Notwithstanding any other provision of this solicitation, the Department expressly reserves the right to:
 - a. Waive any immaterial defect or informality; or
 - b. Reject any or all quotations, or portions thereof, or
 - c. Reissue a Request for quotation/estimate.
3. **Taxes.** The State will pay any applicable State of Arizona transaction privilege tax and any other applicable state or local taxes on the services rendered or products supplied. No payment shall be made for any personal property taxes levied on vendor or any taxes levied on employee's wages. Applicable taxes must be shown separately on any invoice submitted for payment and such sums shall be due and payable to vendor upon delivery. If your firm is claiming a tax exemption, a valid tax exemption certificate (copy) and certificate number must be provided with your quote.
4. **Award of Contract.** Unless the Bidder states otherwise, or unless otherwise provided within this solicitation, the State reserves the right to award by individual line item, by group of line items, or as a total, whichever is deemed most advantageous to the State.

A response to this solicitation is an offer to contract with the State based upon the terms, conditions and specifications contained herein. An offer does not become a contract unless an authorized procurement officer accepts it in writing.

5. **Americans with Disabilities Act.** People with disabilities may request special accommodations such as interpreters, alternative formats, or assistance with physical accessibility. Requests for special accommodations must be made seventy-two (72) hours prior to quote due date. If you require accommodations, please contact the Buyer, as stated on the front page of this package.
6. **Incorporation by Reference.** The following documents shall apply to all work under this solicitation and are hereby incorporated herein by reference:
 - a. Uniform Instructions to Offerors (**Version 7.1, Dated 05/01/03**)
 - b. Uniform General Terms and Conditions (**Version 7.0, Dated 05/01/03**)

A copy of these documents can be obtained by visiting the Arizona Department of Emergency and Military Affairs Procurement Office, by calling 602-267-2699 or from the following url:
<http://www.azspo.az.gov/PoliciesDocuments/index.htm>

7. **Offer Acceptance Period:** Any Offeror submitting an offer under this Solicitation shall hold its offer open for a period of **ninety (90)** days after the solicitation due date.
8. **Notice to Proceed.** The Department of Emergency and Military Affairs will issue a Notice to Proceed or executed Purchase Order for the material or service covered under this agreement.
9. **Insurance.** The State requires a complete and valid Certificate of Insurance prior to the commencement of any service or activity specified in this solicitation. The State will notify the successful contractor(s) of the intent to issue a contract award. The coverages shall be maintained in full force and effect during the term of the contract and shall not serve to limit any

liabilities or any other contractor obligations.

10. **Indemnification Clause**. Contractor shall indemnify, defend, save and hold harmless the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of Contractor or any of its owners, officers, directors, agents, employees or subcontractors. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by Contractor from and against any and all claims. It is agreed that Contractor will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable. In consideration of the award of this contract, the Contractor agrees to waive all rights of subrogation against the State of Arizona, its officers, officials, agents and employees for losses arising from the work performed by the Contractor for the State of Arizona.

This indemnity shall not apply if the contractor or sub-contractor(s) is/are an agency, board, commission or university of the State of Arizona.

11. **Insurance Requirements**. Contractor and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Contract, are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

The insurance requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. The State of Arizona in no way warrants that the minimum limits contained herein are sufficient to protect the Contractor from liabilities that might arise out of the performance of the work under this contract by the Contractor, its agents, representatives, employees or subcontractors, and Contractor is free to purchase additional insurance.

A. Minimum Scope and Limits of Insurance: Contractor shall provide coverage with limits of liability not less than those stated below.

Commercial General Liability – Occurrence Form

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability coverage.

- General Aggregate \$1,000,000
- Products – Completed Operations Aggregate \$1,000,000
- Personal and Advertising Injury \$1,000,000
- Blanket Contractual Liability – Written and Oral \$1,000,000
- Fire Legal Liability \$50,000
- Each Occurrence \$1,000,000

- a) The policy shall be endorsed to include the following additional insured language:
"The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor".

- b) Policy shall contain a waiver of subrogation against the State of Arizona, its

departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.

Automobile Liability

Bodily Injury and Property Damage for any owned, hired, and/or non-owned vehicles used in the performance of this Contract.

Combined Single Limit (CSL) \$1,000,000

- a) The policy shall be endorsed to include the following additional insured language: "The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Contractor, involving automobiles owned, leased, hired or borrowed by the Contractor".

Worker's Compensation and Employers' Liability

· Workers' Compensation Statutory

· Employers' Liability

Each Accident \$ 500,000

Disease – Each Employee \$ 500,000

Disease – Policy Limit \$1,000,000

- a) Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by or on behalf of the Contractor.
- b) This requirement shall not apply to: Separately, EACH contractor or subcontractor exempt under A.R.S. 23-901, and when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

Professional Liability (Errors and Omissions Liability)

Each Claim \$1,000,000

Annual Aggregate \$2,000,000

- a) In the event that the professional liability insurance required by this Contract is written on a claims-made basis, Contractor warrants that any retroactive date under the policy shall precede the effective date of this Contract; and that either continuous coverage will be maintained or an extended discovery will be exercised for a period of two (2) years beginning at the time work under this Contract is completed.
- b) Policy shall contain a waiver of subrogation against the State of Arizona, its departments, agencies, commissions, universities and its officers, officials, agents, and employees for losses arising from work performed by on or behalf of the Contractor.
- c) The policy shall cover professional misconduct or lack of ordinary skill for those positions defined in the Scope of Work of this Contract.

12. **Additional Insurance Requirements.** The policies shall include, or be endorsed to include, the following provisions:

- a) The State of Arizona, its departments, agencies, boards, commissions, universities and its officers, officials, agents, and employees wherever additional insured status is required such additional insured shall be covered to the full limits of liability purchased by

the Contractor, even if those limits of liability are in excess of those required by this Contract.

- b) The Contractor's insurance coverage shall be primary insurance with respect to all other available sources.
 - c) Coverage provided by the Contractor shall not be limited to the liability assumed under the indemnification provisions of this Contract.
13. **Notice of Cancellation.** Each insurance policy required by the insurance provisions of this Contract shall provide the required coverage and shall not be suspended, voided, canceled, or reduced in coverage or in limits except after thirty (30) days prior written notice has been given to the State of Arizona. Such notice shall be sent directly to the Arizona Department of Emergency and Military Affairs, Attn: Procurement Manager, 5636 E. McDowell Road, Phoenix, AZ 85008-3495, and shall be sent by certified mail, return receipt requested.
14. **Acceptability of Insurers.** Insurance is to be placed with duly licensed or approved non-admitted insurers in the state of Arizona with an "A.M. Best" rating of not less than A- VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Contractor from potential insurer insolvency.
15. **Verification of Coverage.** Contractor shall furnish the State of Arizona with certificates of insurance (ACORD form or equivalent approved by the State of Arizona) as required by this Contract. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the State of Arizona before work commences. Each insurance policy required by this Contract must be in effect at or prior to commencement of work under this Contract and remain in effect for the duration of the project. Failure to maintain the insurance policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.
- All certificates required by this Contract shall be sent directly to the Arizona State Department of Emergency and Military Affairs, Attn: Procurement Manager, 5636 E. McDowell Rd., Phoenix, AZ 85008-3495. The State of Arizona project/contract number and project description shall be noted on the certificate of insurance. The State of Arizona reserves the right to require complete, certified copies of all insurance policies required by this Contract at any time. DO NOT SEND CERTIFICATES OF INSURANCE TO THE STATE OF ARIZONA'S RISK MANAGEMENT SECTION.
16. **Subcontractors.** Contractors' certificate(s) shall include all subcontractors as insureds under its policies or Contractor shall furnish to the State of Arizona separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.
17. **Approval.** Any modification or variation from the insurance requirements in this Contract shall be made by the Department of Administration, Risk Management Section, whose decision shall be final. Such action will not require a formal Contract amendment, but may be made by administrative action.
18. **Exceptions.** In the event the Contractor or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-insurance. If the contractor or sub-contractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.
19. **Term.** The term of any resultant agreement shall commence on the date of award and continue in full force and effect for a period of one (1) year thereafter, unless terminated, canceled or extended as otherwise provided herein. The State of Arizona reserves the right to unilaterally

extend the period of any resultant contract for thirty-one (31) days beyond the stated expiration date. In addition, by mutual written agreement, any resultant contract may be extended for supplemental periods of twelve (12) months up to a maximum of 4 years.

20. **Termination.** The DEMA Procurement Office reserves the right to terminate this agreement for convenience without penalty or recourse by giving thirty (30) days prior written notice to the Contractor. In the event DEMA exercises this provision, all documents, data, and reports prepared by the Contractor under this agreement shall become the property of the State of Arizona (at the option of the DEMA Procurement Office). The Contractor shall be entitled to receive just and equitable compensation for the work completed to the effective date of the termination.
21. **Arbitration.** After exhausting all applicable administrative review procedures, to the extent required by A.R.S. 12-1518 except as may be required by other applicable statutes, the parties to this agreement shall resolve all disputes arising out of or relating to this agreement through arbitration.
22. **Offshore Performance of Work Prohibited.** Due to security and identity protection concerns, direct services under this contract shall be performed within the borders of the United States. Any services that are described in the specifications or scope of work that directly serve the State of Arizona or its clients and may involve access to secure or sensitive data or personal client data or development or modification of software for the State shall be performed within the borders of the United States. Unless specifically stated otherwise in the specifications, this definition does not apply to indirect or "overhead" services, redundant back-up services or services that are incidental to the performance of the contract. This provision applies to work performed by subcontractors at all tiers. Offerors shall declare all anticipated offshore services in their quotation or proposal.
23. **Federal Immigration Laws, Compliance by State Contractors.** By signing the Offer the Offeror warrants that it and all proposed subcontractors are in compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Offeror shall obtain statements from all proposed subcontractors certifying compliance with this requirement and shall furnish the statements to the Procurement Officer upon request.
- By entering into the Contract, the Contractor warrants compliance with the Federal Immigration and Nationality Act (FINA) and all other Federal immigration laws and regulations related to the immigration status of its employees. The Contractor shall obtain statements from its subcontractors certifying compliance and shall furnish the statements to the Procurement Officer upon request. These warranties shall remain in effect through the term of the Contract. The Contractor and its subcontractors shall also maintain Employment Eligibility Verification forms (I-9) as required by the U.S. Department of Labor's Immigration and Control Act, for all employees performing work under the Contract. I-9 forms are available for download at USCIS.GOV.
- The State may request verification of compliance for any Contractor or subcontractor performing work under the Contract. Should the State suspect find or that the Contractor or any of its subcontractors are not in compliance, the State may pursue any and all remedies allowed by law, including, but not limited to: suspension of work, termination of the Contract for default, and suspension and/or debarment of the Contractor. All costs necessary to verify compliance is the responsibility of the Contractor.
24. In accordance with Executive Order 2004-29 and Rule R2-7-D302.B (Small Business Set Aside) of the Arizona Procurement Code, this request for quotation is restricted to small, woman-owned and/or minority-owned businesses. Businesses qualifying as such must self certify their status as such by filling out and completing ATTACHMENT B (SMALL, WOMAN-OWNED AND/OR MINORITY-OWNED BUSINESSES CERTIFICATION).

HAZARDOUS MATERIALS COMMODITY FLOW STUDY

**Mr. Daniel Roe, Executive Director
Arizona Emergency Response Commission
Division of Emergency Management
5636 East McDowell Road
Phoenix, Arizona 85008-3495**

I. Introduction

The Arizona Emergency Response Commission (AZSERC) is gathering information concerning the transportation of hazardous materials throughout the State of Arizona. Having previously completed three commodity flow studies; Interstate 19, Interstate 40, Interstate 10/8, to expand chemical emergency planning and prevention efforts, a similar study needs to be completed to encompass routes along Interstate 60 at the Maricopa/Pinal County line east to Highway 60/70 to Globe/Safford to the New Mexico border. This current solicitation will be for a **two-part study**. **The first part (Phase I)** shall include Interstate 60/Highway 60 to Globe and the **second part (Phase II)** shall continue/build on the first phase of the study and encompass from Globe on Highway 60 to Show Low then to the New Mexico border; and Highway 70 from Globe to Safford then to the New Mexico border. (Funding is currently not available for the 2nd phase of the study but it is anticipated to be received shortly.) The study shall include current and proposed major industrial sites that feed into the study area as well as railways that parallel and feed into the study area.

The purpose of this study is to assist Local Emergency Planning Committees (LEPCs), Tribal Emergency Response Commissions (TERCs) and planning communities and the state to determine what hazardous materials are being transported to, from, and through communities and how chemical facilities located along these routes shall determine the areas at risk within respective jurisdictions. By doing so, the LEPCs/TERCs may assess and improve both existing public and private strategies and tactics for emergency response capabilities to minimize risk.

The completed project shall serve to support and improve the operational readiness posture of responders in Arizona. Phases I & II of this project shall be completed no later than June 1, 2007.

II. Scope of Work

The goal of the commodity flow study is to identify the types and quantities of hazardous materials identified in the Article/Section I.

The nature, quantities, and routes of hazardous materials transported via rail and highway shall be identified. The study shall draw upon major sources of relevant data available at all levels of government and include ingress and egress routes of fixed facilities in communities along Interstate 60/Highway 60/70 as identified in the preface. This newly combined information shall be accessible for emergency planners and responders. AZSERC believes the study shall serve as a useful tool and ongoing reference document for emergency planning and response.

Additionally, the study shall be coordinated with the individual LEPCs in Pinal, Gila, Graham and Apache Counties; with the San Carlos Apache Tribe and the White Mountain Apache Tribe, the state and federal/military agencies along arteries in the study area; as well as with the AZSERC to identify, analyze and collate the necessary data to complete the study/report as required.

III. Priorities: The following priorities shall be addressed by the vendor in the study:

- A. Long-range goal (phase two of this study) is a completed commodity flow study to identify Hazardous Materials traveling on Interstate 60 at the Maricopa/Pinal County line east to Highway 60 to Globe and Highway 70 to Safford then to the New Mexico border along Highway 60/70. Short-range goal (phase one of this study) is to identify Hazardous Materials travel as described below.

Interstate 60/Highway 60/70

- 1. Hazardous Materials entering and exiting at Maricopa and Pinal County line, Interstate 60.
 - 2. Hazardous Materials entering and exiting at the junction of Interstate 60 and Highway 60 at Apache Junction.
 - 3. Hazardous Materials entering and exiting at the junction of Highway 60 and State Route 79 at Florence Junction.
 - 4. Hazardous Materials entering and exiting at the junction of Highway 60 and State Route 177 in Superior Arizona.
 - 5. Hazardous Materials entering and exiting at the junction of Highway 60 and Highway 70 in Globe AZ.
 - 6. Hazardous Materials entering and exiting at the junction of Highway 60 and State Route 88, Claypool.
- B. Identify Hazardous Materials traveling via rail that runs parallel to the route as identified in Priority #A.

IV. Work Product:

The commodity flow study and final report developed shall aid local, state, tribal and federal authorities in understanding the volume and nature of hazardous materials movements into, out of, and through the region described above. The identification of quantities and types of hazardous materials shall enhance emergency services support and ensure personnel are properly trained and equipped to deal effectively with those products.

Stakeholders: Residents and those working in close proximity to hazardous materials' travel routes and potential release sites shall be benefactors of this study. The primary objectives are community awareness of the routes and risks in their areas and informed emergency response officials.

Data Collection: Information on commodities present in the local area, flow of transported goods, transportation network and sensitive/sacred areas in the region shall be addressed. Areas to be surveyed shall include surface streets, major truck routes, rail lines and border facilities. Data collected for projected facilities shall be gathered from historical data of like or similar sites in other locations throughout the country.

Transportation of Hazardous Materials:

Hazardous Materials traveling on study routes shall be identified. Rail traffic shall be analyzed to determine direction and crossing procedures and the location of points along the tracks along Interstate 60 and Highway 60. Where rail companies store goods, pending final transport, shall also be assessed as well as fuel depots along the rail routes. The number of trains per day and number of rail cars per train shall also be addressed.

Traffic patterns at specific locations shall be identified as specified and listed in the Priorities Section with the scope of work.

Hot Spots: Potential risk areas and links between problem areas and critical infrastructure, which shall be useful to local officials, shall be identified.

- The first area involves the identification of environmentally sensitive areas including bodies of water that are sources of drinking water or have unique environmental significance. Wetlands or any geographical areas where a spill or release might create significant risk to the population shall be included.
- The second area identifies places and points along major traffic routes that are a higher risk level in the event of an accident and the types of hazards that are present. This shall include schools, vulnerable facilities, densely population areas, and public gathering points such as, but not limited to, parks, routes and rail lines.
- The third area is potential hot spots that may be emerging, or are located at emergency routes, that shall become a problem in the event of a spill or release, such as planned subdivisions and/or commercial properties.
- The fourth area is the sacred areas that are at risk shall also be identified. Identified sacred areas shall not be provided as public information. All information on sacred sites shall be protected according to the National Historic Preservation Act.

Information Provided: Internet availability with web site and data source to provide information and suggestions to local officials on ways to monitor the flow of hazardous materials in the area. Required data shall be made available along with a list of helpful points of contacts for future information. The goal is to give emergency planners and responders enough information to update reports, monitor trends and/or determine whether the nature of their environmental risk is changing.

V. Deliverables

Prior to the completion of both phases of the study and no later than May 31, 2007, the contractor shall provide an intermediate briefing to AZSERC and AZSERC invitees, TERCs and LEPCs on study progress and results, using a PowerPoint presentation. Three hard copies of the PowerPoint presentation must be provided. Feedback from the stakeholders is essential to ensure the study meets deliverable requirements.

The final report/study shall be presented in a bound 8½ x 11 format with graphs and tables to compare data. A table of contents shall include an introduction, methodology, regional overview, stakeholders, data collection, data analysis, transportation of hazardous materials, hot spots, information, and recommendations in narrative form. Lists of tables and figures shall be included. All maps shall be in color to assist in identifying major roads and communities.

Modeling of Potential Releases

A modeling of potential releases of hazardous materials to evaluate the areas of concern adjacent to the transportation corridors shall be done and included in the final report. Modeling tools can consist of, but are not limited to, ALOHA (Areal Location of Hazardous Atmospheres) and RMP*Comp. Modeling shall be compared to three levels of concern (LOC): 1) The concentration identified as immediately dangerous to life and health (IDLH); 2) Ten percent of the IDLH concentration; and 3) The eight hour time-weighted average (TWA) exposure level as set by the National Institute of occupational Safety and Health (NIOSH). The results will be used to evaluate the "areas of concern" adjacent to the transportation corridors. The models will be use to assess the distance from the source that could potentially be affected in each accident scenario. These values will be use to define two corridors along each major transportation route, a credible-case corridor and worst-case corridor. High-risk locations within these corridors shall be identified and presented graphically and as a tabular list.

Ten hard paper copies of the report (in binders) shall be provided with one electronic copy on CD. The electronic report shall be in .pdf format, readable by Adobe Acrobat Reader 5.0 and above. The vendor shall also provide 10 additional CD copies of the study. Additional copies of the report will be produced and charged on an individual report basis. A closeout meeting shall be conducted by the awarded contractor upon the completion of the project.

Proposal shall be reviewed to determine the compliance or non-compliance of the specific requirements stated in this RFP. Proposal shall be evaluated in accordance with the following established evaluation criteria. Each evaluation criterion is listed below in order of importance with the most important criterion listed first.

1. Qualifications:
 - a. Describe the length of time the firm has been in operation and its experience with similar projects as outlined in this solicitation
 - b. Clearly identify the project team organization and specific personnel to be assigned to the project, to include:
 - i. Brief resumes of the professional staff directly involved in the project. Resumes must include number of years with the firm, education level achieved, individual experience, overall qualifications and any certifications obtained.
 - ii. Organization chart, staffing levels and lines of authority. Describe how the project responsibility will be established and controlled.
 - iii. Provide a list of key personnel in the organization not directly related to the project who will provide support service.
 - iv. Project responsibility for key employees or subcontractors that will be assigned or associated with the project.
 - c. Identify associates and/or consultants who may be involved in the performance of the project and specifically identify their individual qualifications. Services to be provided in-house and those to be provided by outside consultants or joint/venture partnerships must be identified.
 - d. Provide a list of current and pending major project commitments by your firm. Indicate project schedules and sizes.
 - e. Describe three projects completed in the past three (3) years that are similar in type, size and complexity. Include client names(s), contact name(s) and telephone(s), dates, brief description of the project, services performed and the similarities to the project described herein.
2. Experience:
 - a. List at least three (3) projects your firm has completed in the last three (3) years that are similar in type, size and complexity. Include client name, contact name and date(s).
 - b. Familiarity of work on state contracts
 - c. Availability of staff to complete work
 - d. Length of time in operation
 - e. History of work on comparable projects
3. Expertise:
 - a. Education levels of proposed staff
 - b. Experience of proposed staff
 - c. Overall qualifications of staff
 - d. Facts about organizational chart, staffing and lines of authority
 - e. Established working relationship with proposed associates or consultants
 - f. Conformance with Proposal format
4. Proposal addresses:
 - a. Stakeholders
 - b. Data Collection Methods
 - c. Data Analysis
 - d. Transportation patterns
 - e. Hot spots
 - f. Deliverables
5. Proposal addresses additional data sources
 - a. U.S. Customs
 - b. U.S. Census Bureau

- c. Haztraks
 - d. State Data Bases
 - e. Others
6. Technical Approach/Methodology:
- a. Work plan in sufficient detail:
 - i. In accordance to scope of work
 - ii. In accordance to work product
 - iii. Deliverables
 - b. Primary Data Resources:
 - i. Traffic Surveys
 - ii. Mail out surveys
 - iii. Interview local authorities
 - c. Additional data sources:
 - i. US Customs
 - ii. US Census Bureau
 - iii. HazTraks
 - iv. State Data Bases
7. Proposed Study Costs: (The proposal cost shall include all direct labor, overhead, travel and other direct costs. The contractor shall present invoices for payment upon the completion of deliverables as agreed to in a final timetable established between the AZSERC and contractor.)
- a. Phase/Part I
 - i. Budget of sufficient detail
 - 1. Stakeholders
 - 2. Data Collection methods
 - 3. Data Analysis
 - 4. Transportation patterns
 - 5. Hot spots
 - b. Phase/Part II
 - i. Budget of sufficient detail
 - 1. Stakeholders
 - 2. Data Collection methods
 - 3. Data Analysis
 - 4. Transportation patterns
 - 5. Hot spots